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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Management Staff

DATE: 12 MAY 1959

FROM : Director of Training

SUBJECT: Controlled Maintenance Program at [REDACTED]

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1. I have recently reviewed the Controlled Maintenance Handbook prepared by your Staff in connection with the implementation of the Maintenance Management Program at [REDACTED]

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2. I appreciate very much the fine work your people did in helping the Public Works Officer establish the organization, procedures and forms necessary to put this program in operation. It will be of very great value to us in meeting the increasing requirements in maintenance and operation of the Base.

3. Please convey my appreciation to the members of your Staff concerned, particularly Miss [REDACTED] whose efforts over the past few months have contributed so much to the success of the project.

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[REDACTED]

FOIAb3b

MATTHEW BAIRD

Distribution:

Orig & 2 - Addressee

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